

***U.S. Environmental Protection Agency
Performance Track Corporate Leader
Application Form***

Name of corporation

Street address (U.S. corporate headquarters)

Street address (continued)

City/State/Zip code

Please give us information about your contact person for the
Performance Track Corporate Leader category.

Name Mr./Mrs./Ms./Dr.

Title

Phone

Fax

E-mail

Company Website

Section A

Tell us about your company.

Why do we need this information?

EPA needs background information on your corporation to evaluate your application.

What do you need to do?

Provide background information on your corporation.

- 1 What do you do or make at your company? _____
- 2 List the North American Industrial Classification System (NAICS) codes that you use to classify business at your company. _____
- 3 Is there anything else you would like to tell us about your company, such as are you an active member in federal, state, tribal, non-governmental organization, or industry-sponsored voluntary environmental programs that involve commitments to improve environmental performance? _____

Section B

Why do we need this information?

Companies must be actively and substantially involved in Performance Track or similar state performance-based programs at the facility level to be designated a Performance Track Corporate Leader.

Tell us about your level of facility membership in Performance Track or similar state programs.

What do you need to do?

Tell us what percentage of your operations are members of Performance Track or similar state programs.

- 1 Approximately how many significant facilities or sites does your company operate, excluding “minor” operations such as sales offices? _____
- 2 How many of these facilities are members of Performance Track or similar state voluntary performance-based programs? The threshold criterion is at least five of your facilities are members of Performance Track. _____
- 3 What percentage of your operations are members of Performance Track or similar state voluntary performance-based programs? The threshold criterion is that at least 25% of your operations (or at least 25 of your facilities) are members of Performance Track, based on:
 - a. U.S. facilities (manufacturing, “major,” or all);or _____
 - b. employees (full-time equivalents) in U.S. facilities (manufacturing, “major,” or all). _____

Section C

Why do we need this information?

Companies need to show they have systems in place to manage and improve environmental performance throughout their operations.

Tell us about your management of environmental issues.

What do you need to do?

Rate your systems to manage and improve your environmental performance. Refer to the Application Guide for further explanation of determining whether a response of 1, 2, 3, 4, or 5 is appropriate. Please briefly explain your ratings.

- | | | |
|-------|--|---------------|
| 1 | There exists a Board of Directors committee or top management-level committee in our company to establish and oversee our environmental commitment. | N/A 1 2 3 4 5 |
| <hr/> | | |
| <hr/> | | |
| 2 | Our corporate environmental policy (or its equivalent) assigns corporate priority to environmental issues, commits us to meeting all applicable regulations and voluntary commitments, preventing pollution, continually improving our environmental performance, and sharing information about our environmental performance with the public. <i>(Please attach a copy of your policy.)</i> | N/A 1 2 3 4 5 |
| <hr/> | | |
| <hr/> | | |
| 3 | We have established corporate environmental goals; these goals apply to all our operations. <i>(Please attach a copy of your goals.)</i> | N/A 1 2 3 4 5 |
| <hr/> | | |
| <hr/> | | |
| 4 | Our most senior environmental official reports directly to a top management official. | N/A 1 2 3 4 5 |
| <hr/> | | |
| <hr/> | | |

Section C, continued

5	Our corporate-level environmental procedures provide a framework for facility-level procedures, which in turn are adapted to the individual circumstances of each facility.	N/A	1	2	3	4	5
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6	Environmental performance is considered in evaluating and rewarding performance of managers and staff.	N/A	1	2	3	4	5
<hr/>							
<hr/>							
7	We integrate environmental considerations into non-environmental corporate functions, such as R&D, product and process design, marketing, strategy, finance, and accounting.	N/A	1	2	3	4	5
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<hr/>							
8	We have corporate-wide measures to evaluate the environmental performance of the corporation as a whole and of its individual facilities.	N/A	1	2	3	4	5
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<hr/>							
9	We apply corporate worldwide standards that meet or exceed the regulatory requirements of the countries where we operate.	N/A	1	2	3	4	5
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<hr/>							
10	We have in place corporate-level procedures to identify legal and other requirements that apply to our operations and/or products to ensure that our facilities perform these functions.	N/A	1	2	3	4	5
<hr/>							
<hr/>							
11	We have a corporate compliance management and audit system that is used to ensure that facility-level environmental management functions are performed effectively and to ensure that corrective and preventive actions are taken promptly when compliance issues are identified.	N/A	1	2	3	4	5
<hr/>							
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Section C, continued

12	Top-level management reviews the environmental performance of the corporation and its facilities at least annually. This review encompasses both regulatory compliance and performance against the company's goals.	N/A	1	2	3	4	5
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13	If applicable, we have a corporate post-acquisition program designed to bring newly-acquired facilities into compliance with our world-wide standards as soon as possible after acquisition.	N/A	1	2	3	4	5
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Please let us know of anything that you believe distinguishes your corporate environmental commitment and how this commitment is implemented throughout your operations.

Section D

Why do we need this information?

Companies need to show they are committed to improving their environmental performance.

What do you need to do?

Companies need to describe past environmental achievements and make future environmental commitments.

***Tell us about your
past environmental
achievements, future
environmental commitments,
and plans to increase your
facility membership in
Performance Track.***

Part 1

First achievement

- 1 What area have you selected? (Please refer to the Corporate Environmental Performance Table for examples.)
- 2 What was your improvement (state in actual and normalized quantities, such as to production) over the past five years? How did you achieve it? (Please refer to the Corporate Environmental Performance Table for measurement units.)

Part 2

First commitment

- 1 What area have you selected? (Please refer to the Corporate Environmental Performance Table for examples.)
- 2 What is your improvement goal (state in actual quantities) over the next five years? (Please refer to the Corporate Environmental Performance Table for measurement units.)

Section D, continued

Second commitment

- 1* What area have you selected? (Please refer to the Corporate Environmental Performance Table for examples.)

- 2* What is your improvement goal (state in actual quantities) over the next five years? (Please refer to the Corporate Environmental Performance Table for measurement units.)

Part 3

Please briefly describe your plan such that at least 50% of your operations or 50 of your facilities will be members of Performance Track (or similar state voluntary performance-based programs) within five years of being designated a Performance Track Corporate Leader.

Section E

Why do we need this information?

Companies need to show how they are improving the environmental performance of their value chain (includes suppliers, customers, and product and service designers).

Tell us about how you help to improve the environmental performance of your value chain.

What do you need to do?

Companies need to describe past achievements and make future commitments.

Please rate your systems to manage the environmental categories of your value chain. Refer to the Application Guide for further explanation of determining whether a response of 1, 2, 3, 4, or 5 is appropriate. Please briefly explain your ratings.

Part 1

Description

1 Overall system to manage the environmental categories of your value chain.

<i>a</i>	We have a system in place to manage our environmental impacts in our value chain.	N/A	1	2	3	4	5
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<i>b</i>	We have a system in place to encourage and/or mentor our suppliers and/or customers to participate actively in EPA, state, or other voluntary performance-based environmental programs.	N/A	1	2	3	4	5
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Section E, continued

- 2 *System to improve product and service performance*
- | | | |
|----------|--|-------------------------|
| <i>a</i> | We have a system in place to account for and improve the environmental performance of our new products and/or services throughout the product or service development process, including concept, design, and research and development. | N/A 1 2 3 4 5 |
| <hr/> | | |
| <hr/> | | |
| <i>b</i> | We use tools, such as design-for-the-environment, life-cycle assessment, and/or industrial ecology, to minimize the environmental impacts of our products and/or services. | N/A 1 2 3 4 5 |
| <hr/> | | |
| <hr/> | | |
| <i>c</i> | We have a system in place to conduct reviews of our existing products periodically to ensure they are not potentially damaging to human health or the environment. | N/A 1 2 3 4 5 |
| <hr/> | | |
| <hr/> | | |
- 3 *System to work with suppliers*¹
- | | | |
|----------|---|-------------------------|
| <i>a</i> | We have supplier environmental requirements that go beyond regulatory compliance (e.g., including areas such as management systems or management of non-regulated significant environmental aspects). | N/A 1 2 3 4 5 |
| <hr/> | | |
| <hr/> | | |
| <i>b</i> | We have a system in place to audit suppliers to ensure that they meet our environmental requirements. | N/A 1 2 3 4 5 |
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¹ Note: The term “supplier” as used here is defined broadly to include anyone from whom your company purchases a product or a service. It includes contract manufacturers, raw material suppliers, and service providers.

Section E, continued

<i>c</i>	We have a system (including providing incentives) in place to give preference to suppliers that supply products that meet environmental criteria.	N/A 1 2 3 4 5
<i>4</i>	<i>System to work with customers/users</i>	
<i>a</i>	We have a system in place to ensure that our customers use our products in an environmentally-appropriate manner.	N/A 1 2 3 4 5
<i>b</i>	We have a system in place to ensure that we fully meet our business customer's environmental requirements.	N/A 1 2 3 4 5
<i>c</i>	We have a system in place to take back products that lend themselves to reuse, recycling, or proper disposal.	N/A 1 2 3 4 5

Part 2

First achievement

- 1* What area have you selected? (Please refer to the Corporate Environmental Performance Table for examples.)

- 2* What was the improvement over the past five years? How did you help achieve it? (Please refer to the Corporate Environmental Performance Table for examples of measurement units.)

Section E, continued

First commitment

- 1* What area have you selected? (Please refer to the Corporate Environmental Performance Table for examples.)

- 2* What is the improvement goal over the next five years? (Please refer to the Corporate Environmental Performance Table for examples of measurement units.)

Second commitment

- 1* What area have you selected? (Please refer to the Corporate Environmental Performance Table for examples.)

- 2* What is the improvement goal over the next five years? (Please refer to the Corporate Environmental Performance Table for examples of measurement units.)

Section F

Why do we need this information?

Companies need to demonstrate their commitment and identify appropriate mechanisms in place to publicly report their environmental performance.

Tell us about your public outreach and reporting of your environmental performance.

What do you need to do?

Describe what information you report to the public regarding your environmental performance. Refer to the Application Guide for further explanation of determining whether a response of 1, 2, 3, 4, or 5 is appropriate.

Public outreach

- 1 Do you have a corporate system to identify and respond to community and stakeholder concerns? If yes, please describe. Yes/No

- 2 Are there ongoing citizen suits related to environmental issues at any of your facilities or to your company as a whole? If yes, please explain the circumstances. Yes/No

Public environmental report

- 1 Please explain your mechanisms to make environmental data Available to the public (environmental report, website postings, etc.)

If your company releases an environmental report:

a How frequently is this report published?

b When was this report last published?

Section F, continued

<i>c</i>	Is an up-to-date version of your report available on your website? <i>(Please share the website address and attach five copies, if available)</i>	Yes/No
<i>d</i>	To what extent does the environmental report or other mechanism to report your environmental performance to the public describe your performance in the following areas:	
<i>i</i>	Materials use intensity/raw materials use	N/A 1 2 3 4 5
<i>ii</i>	Energy use	N/A 1 2 3 4 5
<i>iii</i>	Water use	N/A 1 2 3 4 5
<i>iv</i>	Packaging use	N/A 1 2 3 4 5
<i>v</i>	Product life environmental performance	N/A 1 2 3 4 5
<i>vi</i>	Air releases	N/A 1 2 3 4 5
<i>vii</i>	Greenhouse gas emissions	N/A 1 2 3 4 5
<i>viii</i>	Water releases	N/A 1 2 3 4 5
<i>ix</i>	Toxic releases	N/A 1 2 3 4 5
<i>x</i>	Hazardous waste disposed	N/A 1 2 3 4 5
<i>xi</i>	Solid waste disposed	N/A 1 2 3 4 5
<i>xii</i>	Recycling	N/A 1 2 3 4 5
<i>xiii</i>	Eco-efficiency measures	N/A 1 2 3 4 5
<i>xiv</i>	Environmental expenditures and savings	N/A 1 2 3 4 5
<i>xv</i>	Revenues associated with environmental activities, products, or services	N/A 1 2 3 4 5
<i>xvi</i>	Conservation activities/land use	N/A 1 2 3 4 5
<i>xvii</i>	“Negative” performance (spills, instances of non-compliance, fines, sanctions)	N/A 1 2 3 4 5
<i>xviii</i>	Community outreach activities	N/A 1 2 3 4 5
<i>xix</i>	Supplier environmental performance	N/A 1 2 3 4 5
<i>xx</i>	Other (please specify)	N/A 1 2 3 4 5

2	How will you make your environmental commitments and performance as a designated Performance Track Corporate Leader available to the public?
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Section G

On behalf of _____
[my company],

Application and Membership Statement.

I certify that:

I have read and agree to the terms and conditions for Application and Membership as a designated Performance Track Corporate Leader, as specified in the *Performance Track Corporate Leader Guide* and in the *Application Guide*;

I have personally examined and am familiar with the information contained in this Application. The information contained in this Application is, to the best of my knowledge and based on reasonable inquiry, true, accurate, and complete, and I have no reason to believe the facility would not meet all program requirements;

I agree that EPA's decision whether to accept companies into or remove them as a Performance Track Corporate Leader is wholly discretionary, and I waive any right that may exist under any law to challenge EPA's acceptance or removal decision; and

I am a senior executive of the company to whom the environmental function reports and fully authorized to execute this statement on behalf of the company applying to this program.

Signature/Date

Mr./Mrs./Ms./Dr.

Printed Name/Title

Phone Number/E-mail

Facility Name

Facility Street Address

City/State/Zip Code

The National Environmental Performance Track is a U.S. Environmental Protection Agency program. Please direct inquiries to Dan Fiorino, 202-566-2869, or e-mail fiorino.dan@epa.gov.

To submit your membership application, mail a hard copy of the entire completed form to:

Dan Fiorino
Director, Performance Track Program
U.S. Environmental Protection Agency
Office of Policy, Economics, and Innovation (1807T)
1200 Pennsylvania Avenue, NW
Washington, DC 20460